



Deborah A. Clayman
Licensing Director

City of Chelsea
DEPARTMENT OF LICENSING,
PERMITTING AND CONSUMER AFFAIRS
City Hall, 500 Broadway
Chelsea, Massachusetts 02150

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APPLICATION FOR ROOMING HOUSE LICENSE

- 1) Name of rooming house: _____
- 2) Street and number: _____
- 3) # of floors: _____ # of rooms: _____ # of lodgers: _____
- 4) Owner: _____
- 5) D/Birth: _____ Social Security No: _____
- 6) Home address: _____
- 7) Home telephone: _____
- 8) Business telephone: _____
- 9) If owner is a corporation, state the following information for the principal officers:

Name of President _____
Social Security # _____ D/Birth _____
Home Address _____
Home Telephone # _____

Name of Secretary _____
Social Security # _____ D/Birth _____
Home Address _____
Home Telephone # _____

Name of Treasurer _____
Social Security # _____ D/Birth _____
Home Address _____
Home Telephone # _____

Name of Clerk _____
Social Security # _____ D/Birth _____
Home Address _____
Home Telephone # _____

- 10) Manager of rooming house: _____
- 11) Manager's social security #: _____
- 12) Home address of manager: _____
- 13) Home telephone: _____ Business telephone: _____

Signature of applicant

Federal Tax ID Number

Date

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I certify under the penalties of perjury that, to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes required under law.

Print Name

Signature of applicant

Federal ID or Social Security #

Date

Return completed application to Deborah A. Clayman, Director, Department of Licensing, Permitting and Consumer Affairs, City Hall, 500 Broadway, Room 200, Chelsea, MA 02150, along with the following:

- 1) Application fee (non-refundable) in the amount of \$50, payable to the City of Chelsea by check or money order only (not applicable for renewals);
- 2) Copy of Business Certificate or Articles of Organization;
- 3) Certificate of occupancy or application for same.

Upon receipt of completed application, a public hearing will be scheduled by the Licensing Commission. Upon approval of application, applicant will be required to pay the following license fee annually, payable to the City of Chelsea by check or money order only:

- a) \$75 (1 - 9 rooms), or
- b) \$150 (10 and more rooms)

The license applied for, if granted, cannot be sold, transferred or surrendered without the authority of the Chelsea Licensing Commission.